

BOARD OF GOVERNORS
BLUEFIELD STATE COLLEGE
June 15, 2017

Conley Hall, Room 201, Boyd Conference Room

MINUTES

Members Present: Chairman Robert E. Perkinson, Jr., Vice-Chairman Garry Moore, Bob Buzzo (via conference call), Lois Manns (via conference call), Harold Wells (arrived at approximately 6:59 p.m.), Anne Taylor-Lantry (via conference call at approximately 6:42 p.m.), Norris Kantor, Esq. (via conference call), Jennifer J. Douglas, Dr. Norman Mirsky, Dr. Deirdre Guyton, and Amber Sagady.

President's Staff: Dr. Marsha Krotseng, Betty Carroll, Shelia Johnson, John Lewis, Mark Warner, Jonette Aughenbaugh, and Dr. Angela Lambert.

Guests: Nicole Ballard, Josh Smith, and Dane Rideout.

Welcome and Call to Order – Chairman Robert E. Perkinson, Jr.

Chairman Perkinson called the meeting to order at 6:31 p.m. and welcomed all in attendance.

Public Comment Period

No one signed up to speak during the Public Comment Period. Therefore, the meeting continued with the next agenda item.

Chair's Remarks – Chairman Robert E. Perkinson, Jr.

Chairman Perkinson stated that BSC trains people for service. For example, the College trains nurses, teachers, engineers and criminal justice officers. We recently lost a local law enforcement officer who was a criminal justice graduate, Aaron Crook, Class of 2008. Chairman Perkinson asked that we take a moment to remember Officer Crook.

In the interest of time and to maintain a quorum for the approval of agenda items, Chairman Perkinson asked if there were any objections to changing the order of the agenda to address the items requiring Board approval first. Hearing none, the meeting resumed with agenda item seven.

Approval of Minutes of April 20, 2017 Meeting

The first action item was approval of the minutes from the April 20, 2017 meeting.

Dr. Mirsky proposed a change to be made to the minutes on page three under the **Approval of Tuition and Fees** section. He indicated that the minutes, as written, read as a loss of one million dollars a year over four years to BSC. However, there was

actually a total loss of one million dollars in total, due to a decrease in state funds, over a four-year period of time. Dr. Mirsky asked that the minutes be corrected to reflect the proposed change.

Vice Chairman Moore made a motion to approve the minutes from the April 20, 2017 minutes with the inclusion of Dr. Mirsky's corrections. The motion was seconded by Dr. Guyton. The motion carried.

Election of Officers 2017-2018

Mr. Perkinson opened the floor for nominations for the year beginning July 1, 2017. Mr. Kantor made a motion for Mr. Perkinson to serve as Chairman of the Board. The motion was seconded by Bob Buzzo. The motion carried.

Dr. Guyton made a motion for Reverend Garry Moore to serve as Vice Chairman of the Board. The motion was seconded by Bob Buzzo and Dr. Mirsky. The motion carried.

Approval of the 2017 – 2018 Calendar

Mr. Perkinson stated that the 2017-2018 Calendar is presented in the Board packet for consideration and approval.

Dr. Mirsky noted the difference in the next Board of Governors meeting date listed on the agenda, and the next meeting date listed on the Board Meeting Schedule on page 25 of the meeting materials packet. The meeting date on page 25 is correct.

Vice Chairman Moore made a motion to approve the calendar as presented on page 25 of the meeting materials packet. The motion was seconded by Dr. Guyton and Ms. Manns. The motion carried.

Financial Report and Update, FY 2017-2018 – Ms. Shelia Johnson

Ms. Johnson asked that everyone please remember the family of James Crenshaw who passed away today. Ms. Johnson discussed the encumbrance list. She also addressed items related to the Master Plan project, including the historical evaluation of the property and consolidating all deeds under the BSC Board of Governors. The Attorney General's Office has indicated that they are close to completion.

Ms. Johnson discussed financial aid distribution. Particularly with regard to the Pell and Direct Loan data, it appears that students are borrowing less.

Approval of Budget, FY 2017-2018 – Ms. Shelia Johnson

Ms. Johnson provided the Board of Governors with an overview of and background information on the budget. With regard to the attached page, Ms. Johnson discussed the breakdown of tuition and fees as being conservative on the revenue side. The expense side was not quite as conservative. The Foundation has been asked to fund the Director of Institutional Advancement position for three years. Ms. Lantry stated that she really wanted to commend the Foundation for their cooperation in assisting the College and paying the salary for the Director of Institutional Advancement position.

She mentioned that this is a wonderful spirit of cooperation. Discussion followed with regard to the finance handouts.

Ms. Johnson stated that it is possible that BSC will request approval for a loan for a roofing project. She reviewed the assumptions used to develop the budget and changes from the current fiscal year.

Since the Finance Committee met on Tuesday, there has been one change – the addition of the ARC Grant and \$900,000 of equipment. Ms. Lantry made a motion to approve the budget for fiscal year 2017-2018. The motion was seconded by Vice Chairman Moore. The motion carried.

Recommendation on Policy 2: Naming or Renaming of Buildings or Organization Units – Ms. Betty Carroll

Dr. Mirsky made a motion to approve Policy 2, taking into consideration comments received during the 30-day comment period which were included the meeting materials packet for review. The motion was seconded by Vice Chairman Moore. The motion carried.

Recommendation on Policy 27: Immunization – Dr. Jo-Ann Robinson

Dr. Robinson provided an overview of Policy 27. Proof of required immunizations would need to be provided to the Admissions Office for students to attend class. Following discussion regarding how the College will work with the students, Mr. Kantor made a motion to approve Policy 27 to be distributed for 30-day comment, and if no substantive comments to be final approval. The motion was seconded by Vice Chairman Moore. The motion carried.

Recommendation on Policies 17, 25, 42: Hiring, and 9 – Ms. Jonette Aughenbaugh

Chairman Perkinson asked if there was any objection to the Board taking on all four of the Human Resources policies at one time. Hearing no objections, Chairman Perkinson asked Ms. Aughenbaugh to proceed with her report on each policy.

Policies 17, 25, 42, and 9 come before the BSC Board of Governors this evening to be approved to go out for 30-day comment in response to changes in West Virginia Code that took effect on June 12, 2017. Ms. Aughenbaugh explained the changes that have been made to each policy for the purpose of assuring that BSC policies are aligned with West Virginia Code.

Mr. Wells made a motion to approve Policies 17, 25, 42, and 9 to be distributed for 30-day comment, and if no substantive comments to be final approval. Mr. Kantor seconded the motion. The motion carried.

Recommendation Authorizing Executive Committee Action – Dr. Marsha Krotseng

Dr. Krotseng stated that the recommendation authorizing Executive Committee action comes before the Board as part of next steps in the USDA funded residence hall project. The resolution presented in the meeting materials packet proposes that the BSC Board of Governors authorizes the Executive Committee of the Board to act on its behalf, if necessary, for review and approval of documents required by the Higher

Education Policy Commission for consideration of BSC's residence hall project at HEPC's August 11, 2017 meeting. Ms. Lantry made a motion to approve the resolution authorizing Executive Committee action as presented. The motion was seconded by Ms. Douglas. The motion carried.

President's Report – Dr. Marsha Krotseng

Dr. Krotseng stated that she is very proud of BSC faculty, staff, and students. She commented on the grant announcement and the statewide agreement for nursing pathways. The Department of Education approached BSC about the agreement, and BSC is the first institution in the state to have such an agreement. In May, BSC conferred 308 degrees on 289 graduates. With regard to Athletics, the tennis team went to nationals six straight years in a row. The robotics teams recently competed in an international competition where they won the 4th place design award.

With regard to the state budget, Dr. Krotseng stated that there has been a lot of back and forth between the House and the Senate. The major outlying issues are revenue and the budget.

Report on Delivery of Online Programs – Dr. Angela Lambert

Dr. Lambert stated that she has been working on getting the SARA application completed. The application has been submitted to HEPC. Dr. Lambert and Dr. Bolton are meeting weekly on most of these matters. To provide an update from the information presented at the April Board of Governors meeting, most of the items provided on the data sheet will stay in a processing phase. Dino Sweeney and the Registrar's Office are working on an electronic means for applying for graduation. They hope to have this in place for the Class of 2018.

With regard to Moodle training for faculty, there are only seven faculty members who have not completely completed Moodle training. There are dates and instruments in place for ADA compliance. Dr. Robinson has purchased software, and training will take place.

Dr. Robinson has watched the demo on online student orientation. Dr. Jeff Bolton and Cody Chambers are looking at online student orientation. They are also working on equipment upgrades. Everything has been ordered and should be in place by fall.

Progress Toward Strategic Plan – Dr. Tracey Anderson

In Dr. Anderson's absence, Dr. Krotseng stated that her report has been provided in the meeting materials packet. Dr. Anderson will provide an update for the Board at the August meeting. Dr. Mirsky asked when the Strategic Plan is due to HEPC in the fall. Dr. Krotseng stated that we are waiting for clarification from the Policy Commission, but the report should be due some time in November or on December 1st.

Academics in Action Update – Dr. Angela Lambert

Dr. Lambert reported that BSC has signed a Memorandum of Understanding with the State Board of Education. The plan is for BSC to do certification or education track

for direct care and community care workers, or, for people who go into the homes to do work. There is a huge need for these services.

Dr. Lambert also addressed dual credit opportunities, results to date for radiology and nursing students taking state board exams, and the Erma Byrd Higher Education Center.

Dr. Lambert has been working with Dr. Ferguson and Dr. Robinson on advising programs. The faculty hiring process has been completed for accounting professors, business administration, and computer science. Dr. Lambert mentioned what a great event Kids Kollege was for BSC.

Recruitment and Retention Update – Dr. Jo-Ann Robinson

Dr. Robinson focused on recruitment and community outreach. Her presentation provided information to answer the following three questions: Where are we now? How did we get here? Where are we going from here? The process starts with the inquiry pool and applications received. Dr. Robinson mentioned the importance of sending the message that it is important for students to register timely. Dr. Robinson stated that she will talk about retention in her August Board report.

Name buys have been the greatest change in approach. Dr. Robinson reported that this is a pro-active strategy in terms of outreach. They have also been taking steps to track visitors to campus. There has been growth in the communication plan and scholarship program changes. Part of this process is now online. Dr. Robinson discussed the following topics: increasing the number of inquiries, the early recruitment program, name buys, college fairs, and expanding social media outreach. Dr. Robinson provided information pertaining to the outcomes of the Kids Kollege and BSC Cares events.

Possible Executive Session Under the Authority of WV Code § 6-9A4(b)(2)(A) for review of Presidential Contract

A motion was made by Dr. Mirsky to go into Executive Session. The motion was seconded by Mr. Kantor. The motion carried. Mr. Perkinson requested that Dr. Krotseng remain for the Executive Session. The BSC Board of Governors entered into Executive Session at approximately 8:08 p.m.

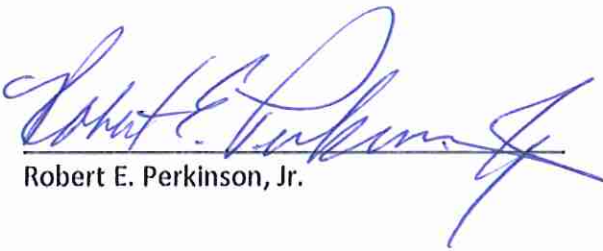
A motion was made by Vice Chairman Moore to return to regular session. The motion was seconded by Dr. Guyton. The motion carried. The meeting resumed in regular session at approximately 8:35 p.m.

Chairman Perkinson asked if there was a motion to approve Dr. Krotseng's contract as presented. Vice Chairman Moore and Anne Lantry made a motion to approve the contract as presented. The motion was seconded by Mr. Kantor. The motion carried.

Adjournment

Ms. Lantry made a motion to adjourn the meeting. The motion was seconded by Mr. Kantor. The motion carried. The meeting adjourned at approximately 8:38 p.m.

Respectfully submitted,



Robert E. Perkinson, Jr.